

The Ohio State University
Council on Student Affairs

2022 – 2023
Code of Student
Conduct Review

Approved June 2023 by the Code of Student Conduct Review Committee
Approved September 2023 by the Council on Student Affairs

I. Executive Summary

According to the Code of Student Conduct and the Council on Student Affairs (CSA) Operating Procedures, CSA is required to review the Code of Student Conduct every 5 years and present revision proposals to the University Senate and Board of Trustees. The Chair of CSA for 2022-2023, Kelsey Lowman, established the Code of Student Conduct Review Committee (CRC) during the Fall Semester of 2022 to review and make changes to the Code of Student Conduct. Care was taken to gather a broad and diverse group of students, faculty, and staff members to conduct the review. The CRC members were:

Gabe Myers*	Undergraduate Student Government (USG)
Ayah Aldosari	USG
Kelsey Lowman	USG
Peter Carrera*	Council of Graduate Students (CGS)
Sophie Chang	Inter-Professional Council (IPC)
Piers Turner	Faculty
Missy Mayhan	Office of Institutional Equity (OIE)
Ryan Lovell	Office of Student Life
Anne Schira	Office of Legal Affairs
David Ingram	Office of Legal Affairs
Kelly Smith	Office of Student Life – Student Conduct
Jennifer Whetstone	Committee on Academic Misconduct (COAM)
Jen Pelletier	Office of Student Life – Student Activities
Em Manier	Office of Student Life – Student Advocacy Center

*Chair

The final makeup of the committee was used to inform the review of the CSA Operating Procedures, which was happening simultaneously, to add specific requirements for who should be part of future reviews. The CRC met a total of 16 times (3 during Fall 2022, 12 during Spring 2023, and 1 during Summer 2023) to review the Code.

CSA's Code review was originally meant to be completed during the 2021-2022 academic year, but due to the COVID-19 pandemic, CSA voted to push the review back to the 2022-2023 academic year on September 27, 2021. CSA also voted to create the Code of Student Conduct Audit Committee to collect data and draft suggestions for the review the following year. The Audit Committee met on April 29, 2022. The 2021-2022 Chair of CSA, Caroline Karwisch, chaired the meeting. The Audit Committee collected data and suggestions and passed them along to the CRC to help start the review. The next review is scheduled to take place during the 2027--2028 academic year. The last review was completed during the 2018-2019 academic year with Board approval being given on May 31, 2019.

Highlights of the Code Review:

- Made fixes to inconsistencies on verbs, nominalization, and grammar throughout the Code
- Updated policy numbers and names throughout the Code
- Added an existing accessibility statement to make clear that students are eligible for accommodations from the ADA's Coordinator's office

- COAM voted April 25, 2023, to change the definition of quorum to decrease the number of voting members from four to three due to issues with getting four voting members to attend hearings.
- Added animal abuse as prohibited conduct
- Added requirement for a process document on cases involving student organizations was added
- Changed UCB and COAM membership requirements to remove GPA requirements for grad/prof students, no “semester or year” as student requirement
- Expansion of introduction to include the Shared Values Framework and honor pledge
- Clarification on when the use of Artificial Intelligence constitutes academic misconduct
- Clarified the definitions of calendar and business days

II. Background

Article X of CSA’s [Operating Procedures](#) charges CSA to conduct a review of the Code of Student Conduct every 5 years. The membership requirements outlined in Article X, Section B of CSA’s Operating Procedures were created after selecting the membership of the CRC to aid in future reviews:

“The committee is to have the following members and shall be chaired by one of its student members:

- Three (3) undergraduate students appointed by the Undergraduate Student Government, at least one of whom is from the Council
- One (1) graduate student appointed by the Council of Graduate Students
- One (1) professional student appointed by the Inter-Professional Council
- One (1) faculty member designated by the Council Administrator in consultation with the Council Chair
- One (1) Student Life staff member designated by the Council Administrator in consultation with the Council Chair
- One (1) Office Institutional Equity staff member designated by the Council Administrator in consultation with the Council Chair
- Two (2) Legal Affairs staff members designated by the Council Administrator in consultation with the Council Chair. (non-voting)
- One (1) Student Activities staff member designated by the Council Administrator in consultation with the Council Chair. (non-voting)
- One (1) Student Advocacy Center staff member designated by the Council Administrator in consultation with the Council Chair. (non-voting)
- One (1) Housing and Residence Education staff member designated by the Council Administrator in consultation with the Council Chair. (non-voting)
- Director of Student Conduct, or designee (non-voting)
- Committee on Academic Misconduct Coordinator (COAM), or designee (non-voting)”

The Chair of CSA for 2022-2023, Kelsey Lowman, appointed two co-Chairs to the committee, both of whom were students. When selecting members, the Chairs prioritized choosing members who had served on UCB, COAM, or a previous Code Review. The above committee selection guidelines were created by the Chairs and used during the review of CSA’s Operating

Procedures. Even though non-voting members were not always present during each meeting, the inclusion of multiple non-voting members gave additional expertise to the committee, which was especially helpful due to the nature of the proposed changes.

In selecting a faculty member for the CRC, the Chairs began by looking for an expert of ethics or philosophy to help guide the committee in incorporating the [Shared Values Initiative](#) to the Code and were fortunate to find Piers Turner, the Director of the [Center for Ethics and Human Values](#) at OSU.

III. Approach

The committee's approach to completing the review included the following stages and items:

Stage 1: Data Gathering & Brainstorming

- The Chairs met with the previous Chair of the 2018-2019 CRC (Anthony Long, 2022-2023 IPC President), the Director of Student Conduct, and the COAM Coordinator to construct our timeline and review our approach (Stages 1 through 3)
- The Code of Student Conduct Audit Committee's findings were used to determine the areas of the Code for which review should be prioritized:
 - Student organizations as part of the student definition
 - How are things similar/different for students and student organizations going through the conduct process?
 - Increased focus on diversity, equity, and inclusion in the Code as well as in appointments to UCB and COAM
 - Increased reporting and annual statistics on conduct cases
 - More plain language and easier accessibility
- Determined committee makeup and invited committee members to join CRC, found a weekly timeframe during which the majority of members were available
- The goals of the initial meeting were to:
 - Introduce the committee members
 - Review the background of the Code of Student Conduct
 - Review the conduct process from start to finish (presented by the Director of Student Conduct and by the COAM Coordinator)
 - Introduce CSA's Audit Committee's findings
 - Prioritize members' goals in the Code review
- Created and distributed a survey in collaboration with the Center for the Study of Student Life to gather input on the Code of Student Conduct from students, faculty, and staff
 - Appendix I details the survey results and a summary of findings
- Reviewed the Codes of Conduct of other Big 10 Institutions and other large universities in the State of Ohio. Appendix II details the universities reviewed and members' summaries of their assigned codes. Committee members were charged to find differences, similarities between OSU's Code and the codes of other universities, as well as language in other codes that addressed areas of interest as determined by the committee in the first meeting and as provided by CSA's Audit Committee.

Stage 2: Review & Edit

- Once all survey data were gathered and summarized, notes were taken from other university codes, and all members had a baseline understanding of OSU’s Code and conduct processes, the committee began discussing and reviewing each of these relevant data sources in determining which areas of OSU’s Code to change or add
- Individual or small groups of committee members were charged with creating rough drafts of potential changes broken by topic as found above. These rough drafts were introduced during subsequent meetings and the entire committee would work together to finalize and vote on the change, update verbiage, etc.
- A working “to-do” shared document was kept with all changes made. This document served as the outline for the above Highlights of the Code Review
- A shared “working document” of the new Code of Conduct was kept and shared with the committee, and final changes were directly added into this document
- Several edits were made to update old or incorrect OSU policies, links, etc.
- Three copies of the new document were made:

Title of Document	Description
OSU Code of Student Conduct - 2023 Tracked Changes	Tracked changes in Microsoft Word
OSU Code of Student Conduct - 2023 Clean	For eventual inclusion on Ohio State’s website. Contains no substantive changes from the other versions – contains plain language capitalizations that differ from formatting standards in the Ohio Administrative Code.
OSU Code of Student Conduct - 2023 Ohio Admin. Code	Pursuant to formatting standards set by the Ohio Administrative Code

Stage 3: Finalization & Submission

- The Chairs created this document to serve as outline for completing the Code review for all future CRC members
- The CRC met to finalize the document and approve it to go to CSA for a vote
- CSA will meet to approve the document and send it to the University Senate Steering Committee, Office of Academic Affairs, and President’s Office
- Any proposed changes from these groups will be discussed and a finalized document/resolution will be prepared for University Senate
- The University Senate will vote on the document and approve it to be sent to the Board of Trustees
- The Board of Trustees will approve the document and the new Code will come into effect

IV. Suggestions for Future Reviews

Please consider the below:

- The CRC made and approved several changes to Section 3335-23-04 – Prohibited conduct. These changes, in Appendix III, primarily improve the readability and understanding of Section

A – Academic Misconduct. CRC decided to not implement these changes in this review due to limitations of COAM’s current legacy technology, which are planned to be updated in the next year. CRC recommends approving these changes in the next review.

- Take a closer look at the way student organizations are treated in the Code. During this review it was decided to create a process document on organizations instead of splitting them out of the student definition. By the time of the next review however, it may be necessary to split this definition.
- When creating a timeline, take note of the last CSA, University Senate, and Board of Trustees meetings. Plan backwards from the latest meeting you are trying to have the Code ready for to make sure everything gets done on time.
 - Update CSA on your approach and progress on the Code review so that they are aware of the changes before voting on it
 - If the review cannot make it to the Board by the end of the academic year/early summer, aim to have it at least through. CSA by the end of the academic year so it will be through all the relevant processes to be voted on at University Senate and the Board by fall.

V. Conclusion

The CRC finalized all changes and voted to approve the new Code of Student Conduct on June 30, 2023. Appendix IV includes the new Code of Student Conduct in its entirety. CSA met and approved the new Code of Student Conduct on September 11, 2023. At this point the Chairs send the Code of Student Conduct to the President’s Office, Office of Academic Affairs, and the University Senate Steering Committee. After their approval, CSA submitted and introduced the new Code of Student Conduct to the University Senate.

APPENDIX I – Conducted Student, Faculty, and Staff Survey

Survey Responses (60 students, 56 faculty, 67 staff, and 7 respondents who were one or more of the categories):



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Summary of Survey Responses:



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APPENDIX II – Reviewed Codes of Conducts of Other Universities

Considered Universities

Big Ten	Link
Indiana University	https://studentcode.iu.edu/index.html
University of Maryland	https://studentconduct.umd.edu/process
University of Michigan	https://oscr.umich.edu/statement
Michigan State University	https://ombud.msu.edu/university-policies-guidelines
Pennsylvania State University	https://studentaffairs.psu.edu/support-safety-conduct/student-conduct/code-conduct
Rutgers University	https://studentconduct.rutgers.edu/processes/university-code-student-conduct
University of Illinois	https://studentcode.illinois.edu/
University of Iowa	https://dos.uiowa.edu/policies/code-of-student-life/
University of Minnesota	https://policy.umn.edu/education/studentconductcode-proc01
University of Nebraska	https://studentconduct.unl.edu/student-code-conduct
Northwestern University	https://www.northwestern.edu/communitystandards/student-handbook/index.html
Purdue University	https://catalog.purdue.edu/content.php?catoid=15&navoid=19004
University of Wisconsin	https://conduct.students.wisc.edu/
Ohio Schools	Link
Bowling Green State University	https://www.bgsu.edu/student-handbook/code-of-conduct.html
University of Cincinnati	https://www.uc.edu/campus-life/conduct/student-code-of-conduct.html
Kent State University	https://www.kent.edu/studentconduct/code-student-conduct
Miami University	https://miamioh.edu/policy-library/students/student-code-of-conduct/code-of-conduct.html
Ohio University	https://www.ohio.edu/student-affairs/students/notifications/student-code-of-conduct
University of Toledo	https://www.utoledo.edu/policies/main_campus/student_life/pdfs/3364_30_04_Student_code_of_conduct.pdf

Summary of notes from each university:



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APPENDIX III – Updated Section 3335-23-04

Updated Section 3335-23-04 – Prohibited conduct for subsequent Code of Student Conduct Review for inclusion in the next version of the Code of Student Conduct.



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APPENDIX IV – Final 2023 Code of Student Conduct



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